

**NJLA Technical Services Section Meeting
August 14, 2013
Somerset County Library, Bridgewater Branch**

1. Welcome and introductions

The meeting was called to order at 10:00 am by Section President Adele Barree.

Attending: Susan Muntz (Livingston Public Library muntz@bccls.org), Adele Barree (Somerset County Library abarree@sclibnj.org), Marcia Lubansky (Bernards Township Library mlubansky@bernards.org), Beata Barrasso (Summit Public Library bbarrasso@summitlibrary.org), Bill Schryba (Union County College bschryb@yahoo.com), Ashley Carvagno (Ocean County College acarvagno@ocean.edu), Teresa Bayles (Somerset County Library tbayles@sclibnuj.org), Bob Egan (Raritan Valley Community College regan@raritanval.edu)

2. Approval of minutes: June 11, 2013 meeting

3. Basic Cataloging Workshop (with emphasis on RDA and book format)

Date: Friday, Oct. 11

Time: 10-12 noon

Place: Monroe Township Library

Speaker: Fay Austin (Rutgers, Head, Database Management Section
Central Technical Services, Technical and Automated Services)

Adele contacted 3 caterers. An East Brunswick caterer charges \$4.25 per person. Monroe can provide set-up for coffee and tea as well as set-up for chairs; we need to bring the coffee/tea supplies. Monroe will allow workshop organizers to enter the building before 10 am (official opening time). We need to decide if Committee members will take care of breakfast vs. using a caterer. The cost of refreshments will be included in the registration cost. Adele will work with Pat Tumulty to get the program advertised and the registration online ASAP. Adele asked Fay not to focus on the RDA Toolkit software, as many libraries have not subscribed. If possible, we can collect questions for Fay. Adele praised the Monroe Township staff for their help.

4. NJLA 2014 Conference program

-June 2-4, 2014 at the Revel in Atlantic City

-Program Planner Orientation, Sept. 17 at Monroe Township Library (Beata will attend.)

-Deadline for submitting proposals: Nov. 22

-Possible topics: Authority control, RDA, NJ Digital Highway

5. Spring Workshop

Possible topic: RDA DVD cataloging

Possible date: April 2014

Adele will ask Fay Austin or Mary Beth Weber for their interest in presenting, or ask for other contacts.

6. Field Trip 2013-2014

Beata will ask Katy White of Baker and Taylor about the possibility of a Baker and Taylor tour. November or March dates were suggested. Another option is a tour of the Monmouth County Archive with Gary Saretzky. This could be co-sponsored by the History and Preservation Section.

7. New Business

Christine Hill of Willingboro is the NJLA Board representative for the Technical Services Section. Eileen Palmer is the new NJLA President.

Other ideas were discussed for Conference programs: digitization; authority control; Book art, including how to preserve photos (possible presenter, Gary Saretzky of Monmouth County Archive); other

preservation topics; metadata and archiving software (e.g. Archon.org, free software for archivists and manuscript curators).

8. Q & A Session

Questions and information were shared on RDA. Ashley attended the Vale RDA Training Workshop. Materials from the workshop are available at http://libguides.tcnj.edu/vale_rda_workshop.

9. Next Meeting

Wed., Sept. 25, 2013 at Somerset County Library, Bridgewater, 10 am to 12 noon. Coffee and refreshments will be served at 9:30 am.

The meeting adjourned at 11:45am.